

SELECTBOARD MEETING
Approved Minutes

July 8, 2013

7:00pm Calais Town Hall

Attending: Denise Wheeler, Scott Bassage, Toby Talbot, John Brabant Rose Pelchuck, Donna Fitch, Alfred Larrabee, Will Walters, Donna L. Bowen, Margaret L. Bowen, Janet Ancel, Jim Corson, Conrad Smith, Craig Line, J.C. Myers, Cy Lamberton, Stephanie Kaplan, Tom Anderson, Alec Portalupi, Ruth Cohan, Chris Cochran, and Rick DeWolfe.

Actions:

North Calais Retaining Wall Project – Chris Cochran and Rick DeWolfe came before the Selectboard to provide an overview of this road project in North Calais. Rick DeWolfe, P.E., stated the goal is by Thursday to have the plans finished and a Request For Proposal out to contractors that will be due by August 12th. Rick will review the bids and give a recommendation to the Selectboard at the August 12th meeting. Rick estimates it will take two months to complete the project. Conrad Smith asked that the school board be notified regarding school bus routes. During the construction, Upper Road will have to be closed. Alfred Larrabee expressed concern about weight limits on the small bridge that has a posted weight limit of 10,000 pounds. Rick stated the contractor would have construction signage and post Upper Road for Local Traffic Only and No Outlet. Rick will do quality control and will keep the Selectboard and Alfred updated. Required testing will be done on the concrete. The new retaining wall will look just like what is there, rough-cut fieldstone with concrete behind it. Rick will provide an update at the next meeting and may desire to have a bid opening closer to August 5th rather than August 12th.

Approval of June 24th Minutes – tabled till next meeting.

Town Invoices and Road Commissioner's Orders of the Day - The Selectboard reviewed and processed the invoices and orders of the day as per usual protocol.

Budget Update – Donna Fitch reported the end of the fiscal year review would happen on July 15th with the accountant. Copies of the budget vs. actual spreadsheet were provided.

No Parking Signage on Number 10 Pond Road – Denise Wheeler received a complaint about parked cars on Number 10 Pond Road, whereby leaving the travel portion of the road very narrow and hard to navigate. Denise requested no parking signs be erected on Number 10 Pond Road. John Brabant asked that next time we revise ordinances that we include adding No Parking on Number 10 Pond Road. Alfred Larrabee was instructed to install some No Parking signs on Number 10 Pond Road.

VTrans/AOT – Tom Anderson, District 6 Manager, and Alec Portalupi from VTrans/AOT were invited to attend the meeting to discuss the State of Vermont Codes and Standards and to answer questions from the Selectboard and townspeople. Denise Wheeler began by saying the 2013 Road and Bridge Standards were reviewed by the Selectboard and the Selectboard agreed not to adopt them as written at present. Denise asked how do you implement them if a town wants to make modifications to them. Denise inquired how strict the standards are and what flexibility does a town have? Alec Portalupi explained ACT 110, enacted by the Agency of Natural Resources, is more a water quality initiative and has been put into the codes and standards. A municipality can make it stricter but not less strict, Alec Portalupi stated. Alec went on to say the January 2011 version is the current codes and standards the Town of Calais is going by. Now we have a January 2013 version. The goal initially was durability of roads and making roads hold up. The 2011 and 2013 versions differentiated more between what is road construction and road maintenance (that got tweaked a little bit). Alec noted the standards don't require the removal of trees. Alec said one thing he was able to get in there (January 2013 version) is that certain spots for one reason or another, if you couldn't get the ditch in, it did give a little flexibility. He encouraged Calais to work with Tom Anderson, District 6 Manager, and pick the parts that you can live with and from a water quality standpoint you should adopt something. John Brabant asked about ditches that end up widening roads and Alec responded by saying there are no width guidelines in the template standard. Tom Anderson suggested the Roads Committee come up with a draft Codes & Standards and he would meet with the Roads Committee to review it. Tom will work with them making sure we have the correct FEMA language in the draft version. Again, Alec

reiterated, these don't affect regular state aid that we receive. State Representative, Janet Ancel, was present for the discussion and said she found it helpful.

Road Commissioner Update – Alfred Larrabee provided a list of things he would like to get done this summer titled the *Construction Season Plan for Calais 2013*. The weather has been awful – can't grade when it rains. Pike is two to three weeks behind so the shim coat is not happening tomorrow as planned. Craig Line, member of the Roads Advisory Committee, asked for more clarification regarding the list.

Alfred is still waiting on the contractor for the underground tank removal at the town garage. Alfred plans to hire a company to install the garage doors. Thinking about things the road crew can do when it rains, John Brabant spoke about the need for road signs installation in order to meet federal standards. There still is time before the deadline. Alfred Larrabee asked about when he was going to get reappointed. Denise Wheeler said he would know more at the next meeting and to continue in the roll of the current Road Commissioner position. Alfred was reassured he is a town employee and insured; no liability is greater than any other town employee. John said to continue to do the job you do. Alfred's concern is duly noted. Can do rainy day ditching – Denise told him to do reasonable ditching; not bigger and wider than what's already there. Craig Line provided pictures of recent ditching on Robinson Cemetery Road showing run off and erosion. "Wide open ditching in rainy weather is a concern," Craig said. "The project was nicely done but the bank was opened up to erosion and didn't get a chance to stabilize," Craig said. Denise Wheeler noted she appreciates Craig bringing this to our attention and instructed Alfred and the road crew to do reasonable ditching, not making them bigger; just clean out existing ditches.

Roads Advisory Committee Update – Scott Bassage reported the committee is working and meets again Thursday night. Several members of the committee were present this evening to listen to the AOT officials.

Better Back Roads Grant for Singleton Road – Toby Talbot made a motion to approve the application to obtain a Better Back Roads Grant for Singleton Road. The motion was seconded and further discussion ensued. John Brabant made a motion to amend the motion to say we may deny the acceptance of the grant if the condition standards are not what we want. The amendment was seconded, voted and carried 4-1. Toby Talbot voted against the motion. The vote for the amended motion was taken and carried 4-1. Toby Talbot voted against the motion. *Note:* This section of Singleton Road was listed on the Calais Roads Erosion Report (11/12/12) from CVRPC as Erosion Site 6 for which suggested erosion treatment has been determined.

Hazard Mitigation Grant Application – After some discussion, the Selectboard decided not to apply this year for the HMG for the Pekin Brook Road Bridge. The application deadline is nearing and the data on that bridge may not be available and may not reach the threshold to obtain the grant.

Penalties for Late Homestead Declaration Filers – Donna Fitch proposed a penalty be charged for those taxpayers that do not file an annual Homestead Declaration on time, which presents a huge accounting nightmare for the Town Treasurer. After a lot of discussion, the Selectboard decided not to do it at this time.

Tentative Agenda for the July 22nd Meeting:

- Quick update on North Calais Retaining Wall project – Rick DeWolfe
- No parking ordinance revision or update

Executive Session – Denise Wheeler made a motion to go into Executive Session at 9:35pm with Donna Fitch, Town Clerk and Treasurer, in accordance with 1 V.S.A. § 313 (a) (1) for the purpose of discussing ongoing legal matters relating to the McCullough Crushing Gravel Pit and personnel matters. The motion was seconded, voted and carried 5-0. The Selectboard resumed the regular session at 11:05pm. Denise Wheeler stated there was nothing to publicly report.

Toby Talbot made a motion at 11:06pm to continue the meeting to Thursday, July 11th at 7:00pm and again to Thursday, July 18th at 7:00pm for the EMFD Quarterly Financial Review with E.M.Selectboard. The motion was seconded, voted and carried 5-0.

Respectfully submitted,

Rose Pelchuck

July 8, 2013, Minutes

Continued, Page 3

Selectboard Member and Administrative Assistant